

Online Registration Instructions

1. Log on to the national web site (www.fbbl-pbl.org)
2. Click on Membership Registration on the left hand side of the page.
3. Click on "Register Now."
4. Key in your chapter number (do not key in hyphens or zero) and the password. Note: Your chapter number is located on the mailing label.
 - Example – chapter number 9811-00 would be 9811
 - Example – password would be service

Step 1 – School Information: Review current school information. To update contact information, click the Edit School Information button.

Step 2 – Adviser and Principal Information: Review and update advisers' contact information to receive national mailings. There must be at least one person designated as a Primary Adviser.

Step 3 – Select Prior Year Members or Add New Members: If your school had members last year, select members from last year's roster to move to the current year. Once you have selected members to move to the current year, click Go To Members Page to continue. If you did not have members last year, simply add members for this year. Once all names have been added, click **Post and Continue**. You must click post and Continue for students' names to be saved.

Step 4 – Professional Members: Add new professional members or select from a list of last years' members and include address, title, organization, email, phone, and fax.

Step 5 – State and National Dues: Review total amount of state and national dues for the most recent invoice. *(FBLA-PBL Membership dues are unified. State dues and National dues must be paid to be considered a member. Refer to the National and State Dues link or the enclosed Membership Dues Reporting and Procedures for 2010-2011).*

Step 6 – National Scholarships: Contribute to National Scholarships (optional).

Step 7 – Invoice/Receipt: Once you have completed your registration, click the Invoice/Receipt link. Print a copy of this page for your records, and mail a copy with payment to the National Center at:

National Membership Dues
Future Business Leaders of America-Phi Beta Lambda, Inc.
P.O. Box 79063
Baltimore, MD 21279-0063

For questions or concerns regarding online registration, please contact the FBLA-PBL membership office using the information below.

Phone – 800-325-2946
Email – membership@fbbl.org



MEMBERSHIP DUES REPORTING PROCEDURES FOR 2010-2011

NATIONAL DUES (per member)

FBLA	FBLA-Middle Level	PBL
<u>High School</u>	<u>Middle School/Jr. HS</u>	<u>Postsecondary</u>
\$6.00	\$4.00	\$10.00

STATE DUES (per member, unless indicated otherwise) State dues are subject to change. Check the Web site, State and National Dues Amounts, for the current list.

STATE DUES	FBLA	FBLA Middle Level	PBL
ALABAMA	\$4.00	\$4.00	\$7.00
ARIZONA	\$5.00	\$25.00 Per Chapter-STATE	\$10.00
ARKANSAS	\$3.00	\$2.00	\$5.00
CALIFORNIA	\$5.00	\$1.00	\$10.00
COLORADO	\$7.00		\$10.00
CONNECTICUT	\$6.00	\$6.00	TBD
DIST. OF COLUMBIA	\$2.00	\$2.00	
DoDDS**EUROPE	\$5.00 ND	\$5.00 ND	
FLORIDA	\$4.00	\$4.00	\$5.00
GEORGIA	\$4.00	\$4.00	\$8.00
HAWAII	\$0.00	\$0.00	\$0.00
ILLINOIS	\$5.00	\$2.00	\$8.00
INDIANA	\$3.00		\$2.00
IOWA	\$2.00	\$2.00	\$7.00
KANSAS	\$3.00	\$3.00	\$10.00
KENTUCKY	\$3.00	\$0.00	\$7.00
LOUISIANA	\$5.00	\$5.00	\$6.00
MAINE	\$9.00		TBD
MARYLAND	\$4.00	\$0.00	\$6.00
MASSACHUSETTS	\$4.00	\$2.00	\$0.00
MICHIGAN	TBD		TBD
MINNESOTA			\$ 0.00 TBD
MISSISSIPPI	\$4.00	\$4.00	\$7.00
MISSOURI	\$2.00	\$2.00	\$5.00
NEBRASKA	\$4.00	\$4.00	\$6.00
NEVADA	\$6.00	\$6.00	\$8.00
NEW HAMPSHIRE	\$5.00	\$5.00	\$10.00
NEW JERSEY	\$4.00	\$2.00	\$6.00
NEW YORK	\$6.00	\$6.00	\$7.00
NORTH CAROLINA	\$6.00	\$5.00	\$10.00

STATE DUES	FBLA	FBLA Middle Level	PBL
NORTH DAKOTA	\$4.00		\$10.00
OHIO	\$7.00		\$0.00
OKLAHOMA	\$5.00	\$5.00	\$5.00
ONTARIO	TBD	TBD	TBD
OREGON	\$9.00		\$9.00
PENNSYLVANIA	\$6.00 ST	\$3.00 ST	\$15.00
PUERTO RICO	\$3.00		
RHODE ISLAND	\$3.00 ND	\$3.00 ND	\$0.00
SOUTH CAROLINA	\$7.00	\$7.00	\$6.00
SOUTH DAKOTA	\$5.00		TBD
TENNESSEE	\$3.00	\$3.00	\$6.00
TEXAS	\$6.00	\$6.00	\$6.00
U.S. VIRGIN ISLANDS	\$6.00	\$4.00	
UTAH	\$3.50		\$6.00
VERMONT	\$6.00		TBD
VIRGINIA	\$2.50	\$1.50	\$8.00
WASHINGTON	\$10.00	\$ 10.00	\$5.00
WEST VIRGINIA	\$2.00	\$2.00	\$2.00
WISCONSIN	\$5.00	\$5.00	\$10.00
WYOMING	\$4.00	\$4.00	\$4.00

Legend key:

ND - Pay state dues to state office; pay national dues to national office.

ST - Pay both state and national dues to **state** office.

No Code - Pay state and national dues to national office. National FBLA handles all of the money.

TBD - Pending advice from state. For further information contact your state Office or contact the national office—Membership--- at 1-800-325-2946.

Blank - No chapters chartered at this time. For further information contact your State office or go to www.fbla-pbl.org to download an organization packet.

****Virtual PBL** – please register on web site; PBL tab, dues are the same.

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August 1, 2010